



THE NEW TOWN AT ST. CHARLES GENERAL ASSEMBLY®
WWW.NTGA.NET

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Kiosk Business Plan Submission Checklist

Applicants must include the following items in their business plan.
Incomplete applications may be delayed or disqualified.

1. Applicant Information:

- Business Name
- Owner Name
- Phone Number
- Email Address
- Are you a resident of New Town? (Yes/No)

2. Business Overview:

- Description of the business and its concept
- Business goals and objectives
- Proposed hours of operation (Summer & Winter)
- Full menu offerings (if applicable)

3. Experience and Qualifications:

- Details of any prior experience related to the business or food service

4. Food Preparation Plan:

- Method of food preparation (e.g., pre-prepared, cooked on-site)
- Will a commissary kitchen be used? (Yes/No)
 - If yes, provide the commissary name and location
- Will a grill be used for cooking? (Yes/No)
 - If yes, provide:
 - Type of grill (e.g., propane, charcoal, electric)
 - Proposed location for using the grill
 - Proposed location for housing/storing the grill when not in use

5. Waste Management Plan:

- Plan for managing trash and waste accumulation
- Details of trash disposal methods (e.g., frequency of trash pickup, use of dumpsters)
- Recycling or composting plans (if applicable)